

TO:

2005
Enfield, Connecticut
Declaration of Personal Property

Filing Requirement – This declaration must be filed with the Assessor of the town where the personal property is located. Declarations of personal property shall be made annually.

If you no longer own the above noted business or personal property assessed in your name last year, you do not need to complete this declaration. You must, however, return this declaration to the Assessor and provide information related to the name of the new owner of the property or the date your business ceased or to where you moved the business (see Affidavit below). Otherwise, the Assessor must assume that you are still operating the business and still own and have failed to declare your taxable personal property.

AFFIDAVIT OF BUSINESS CLOSING OR MOVE OR SALE OF BUSINESS OR PROPERTY

I _____ of _____ at _____
Business or property owners name Business Name (if applicable) Street location in «Town»
With regards to said business or property I do so certify that on _____ Said business or property was (indicate which one by circling):
Date

SOLD TO:

Name Address

MOVED TO:

City/Town and State to where business or property was moved Address

TERMINATED:

Attach Bill of Sale or Letter of dissolution to this form and return it with this affidavit to the Assessor's office

The signer is made aware that the penalty for making a false affidavit is a \$500.00 fine or imprisonment for one year or both.

Signature

Print name

Penalty for late filing – Failure to file timely will result in a penalty equal to 25% of the assessment of the personal property. This declaration must be filed or postmarked no later than:

Tuesday, November 1, 2005
Enfield Assessor's Office Closes at 5:00 P.M.

Direct questions concerning declaration to the Assessor's Office at:

Phone 860-253-6339

Fax 860-253-6331

Hand deliver declaration to:

Mail declaration to:

Town of Enfield
Assessor's Office
820 Enfield St.
Enfield, CT

Town of Enfield
Assessor's Office
820 Enfield St.
Enfield, CT 06082-2997

Check Off List:

- ☐ Read instructions on page 2
- ☐ Complete appropriate sections
- ☐ Complete exemption applications
- ☐ Sign & date as required on page 8
- ☐ Make a copy for your records
- ☐ Return by November 1, 2005

INSTRUCTIONS

Not all sections are applicable to every business. Please read the following instructions and complete all relevant sections.

Who Should File --

All owners of taxable personal property.

Declaration --

1. **Owners of:**
 - a. **Non-Connecticut registered motor vehicles**
 - b. **Horses, ponies and thoroughbreds**
 - c. **Mobile manufactured home** -not assessed as real estate
2. **Businesses, occupations, farmers, and professionals** need to complete: (Commercial and cost information is not open to public inspection)
 - Lessee's Listing Report (page 4).
 - Disposal, Sale or Transfer of Property Report (page 5)
 - Business Data (page 3).
 - Taxable Property Information (pages 5-7).
 - **Sign the Declaration of Personal Property Affidavit** on page 8.
3. **Lessors** need to complete: (Commercial and cost information is not open to public inspection)
 - Lessor's Listing Report (pages 4)
 - Business Data (page 3).
 - Taxable Property Information (pages 5-7).
 - **Sign the Declaration of Personal Property Affidavit** on page 8.

Filing Requirements --

1. The Personal Property Declaration must be filed annually on or before November 1 (CGS §12-41).
2. A Personal Property Declaration not filed will result in a value determined by the Assessor.
3. Declarations filed with "same as last year" are **INSUFFICIENT** and shall be considered an incomplete declaration.

Penalty Of 25% is Applied --

1. When no declaration is filed or a declaration is not signed, a 25% penalty is applied to the assessment. [See 2. under Filing Requirements.]
2. When declarations are submitted after November 1 and an extension has **NOT** been granted (see Extensions below) a 25% penalty is applied to the assessment. Returns mailed in must have a postmark of November 1 or before.
3. When an extension is granted (see Extensions below) and the declaration is not filed by the extension deadline, a 25% penalty is applied to the assessment.

4. When omitted property is discovered, the 25% penalty is applied to the difference in the assessed value as determined by the results of the discovery, and the assessment as determined by the originally filed declaration.

Exemptions-

1. On page 7 check the box adjacent to the exemption you are claiming.
2. **Note** that several exemptions require an additional application in order to receive that exemption. Please request the form number noted from the Assessor's Office. (The M-65 [new manufacturing machinery and equipment exemption application] has been inserted in the middle with some declarations.)
3. The extension to file the Personal Property Declaration, if granted, does not apply to all required exemption applications. Check with the Assessor.

Signature Required --

1. The owners shall sign the declaration (page 8).
2. The owner's agent may sign the declaration. In which case the declaration must be duly sworn to or notarized.
3. Corporate officers signing for their corporations must have the returns properly sworn to or notarized; or provide the Assessor with a statement bearing the corporate seal and signed by the corporate secretary setting out the office held by the signer of the declaration and dates office held.

Extension --

The Assessor may grant a filing extension **for good cause** (CGS §12-42). If a request for an extension is needed, you need to contact the Assessor in writing by **November 1**.

Audit --

The Assessor is authorized to audit declarations, within 3 years of the date of the required filing. Substantial penalties are applicable if such an audit reveals property not declared as required by law (CGS §12-53).

**Before Filing
Make Copies of Completed Declaration for Your
Records**

Example of how to complete the tables on pages 5 and 6

How should the following be declared?

June 2003, you bought a desk for \$300 and a chair for \$80. In October 2003 you buy a display rack for \$400. You have a filing cabinet you bought 10 years ago for \$100 that is being used in your business. A friend gave you a used bookcase, in February 2005, which you believe, is worth \$50.

See the table to the right for the answer.

#16 - Furniture, fixtures and equipment			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05	50	95%	48
10-1-04	400	90%	360
10-1-03	380	80%	304
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs	100	30%	30
Total	930	Total	742

**Assessor's
Use Only**

#16 _____

2005 PERSONAL PROPERTY DECLARATION

Commercial and financial information is not open to public inspection.

List or Account #: _____

Assessment date October 1, 2005
Required return date November 1, 2005

Owner's Name: _____

DBA: _____

Location (street & number) _____

BUSINESS DATA

For businesses, occupations, professions, farmers, lessors Answer all questions 1 through 12, writing N/A on lines that are not applicable.

1. Direct questions concerning return to -

2. Location of accounting records -

Name _____

Address _____

City/State/Zip _____

Phone / Fax () / () () / ()

3. Description of Business _____

4. How many employees work in your facilities in this town only? _____

5. Date your business began in this town? _____

6. How many square feet does your firm occupy at your location(s) in this town? _____ Sq. ft. Own ☐ Lease ☐

7. Type of ownership: ☐ Corporation ☐ Partnership ☐ LLC ☐ Sole proprietor
☐ Other-Describe _____

8. Type of business: ☐ Manufacturer ☐ Wholesale ☐ Service ☐ Profession ☐ Retail/Mercantile ☐ Tradesman ☐ Lessor
☐ Other-Describe _____

9. In the last 12 months was any of the property included in this declaration located in another Connecticut town for at least 3 months? If yes, identify by specific months, code, cost, and location(s). Yes ☐ No ☐

10. Are there any other business operations that are operating from your address here in this town? If yes give name and mailing address. ☐ ☐

11. Do you own tangible personal property that is leased or consigned to others in this town? If yes, complete **Lessor's Listing Report** (page 4) ☐ ☐

12. Did you have in your possession on October 1st any borrowed, consigned, stored or rented property? If yes, complete **Lessee's Listing Report** (page 4). ☐ ☐

Notes: _____

LESSOR'S LISTING REPORT Lessor's Name _____

In order to avoid duplication of assessments related to leased personal property the following must be completed by Lessors: (Please note that property under conditional sales agreements **must** be reported by the lessor.) Computerized filings are acceptable as long as all information is reported in prescribed format.

	Lessee #1	Lessee #2	Lessee #3
Name of Lessee			
Lessee's address			
Physical location of equipment			
Full equipment description			
Is equipment self manufactured?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Acquisition date			
Current commercial list price new			
Has this lease ever been purchased, assumed or assigned?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, specify from whom			
Date of such purchase, etc.			
If original asset cost was changed by this transaction, give details.			
Type of lease	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale
Lease Term – Begin and end dates			
Monthly contract rent			
Monthly maintenance costs if included in monthly payment above			
Is equipment declared on either the Lessor's or the Lessee's new manufacturing exemption application?	Yes <input type="checkbox"/> No <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/>

LESSEE'S LISTING REPORT Lessee's Name _____

Pursuant to Connecticut General Statutes §12-57a all leased, borrowed, consigned, loaned, rented, or stored personal property not owned by you but in your possession as of the assessment date must be included on this form. Failure to declare, in the form and manner as herein prescribed, shall result in the presumption of ownership and subsequent tax liability plus penalties. Property you do not lease that may be in your possession and must be reported includes (but is not limited to) dumpsters, gas/propane tanks, vending machines, water coolers, coffee machines.

- Yes ☐ No ☐ Did you dispose of any leased items that were in your possession on October 1, 2004? If yes, enter a description of the property and the date of disposition in the space to the right.
- ☐ ☐ Did you acquire any of the leased items that were in your possession on October 1, 2004? If yes, indicate previous lessor, item(s) and date(s) acquired in the space to the right.
- ☐ ☐ Is the cost of any of the equipment listed below declared anywhere else on this declaration? If yes, note year in the 'Year Included' row and list cost in the 'Acquisition Cost' row.

	Lease #1	Lease #2	Lease #3
Name of Lessor			
Lessor's address			
Lease Number			
Item description / Model #			
Serial #			
Year of manufacture			
Capital Lease	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Lease Term – Beginning/End			
Monthly rent			
Acquisition Cost			
Year Included			

COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

List or Account#: _____

Assessment date October 1, 2005
Required return date November 1, 2005

Owner's Name: _____

DISPOSAL, SALE OR TRANSFER OF PROPERTY REPORT

Disposal, sale or transfer of property – If you disposed of, sold, or transferred a portion of the property included in last year's filing, complete the Detailed Listing Of Disposed Assets Report And Reconciliation Of Fixed Assets on page 6. If you no longer own the business noted on the cover sheet you do not need to complete this declaration. You must, however, return to the Assessor this declaration along with the complete AFFIDAVIT OF BUSINESS CLOSING OR MOVE OF BUSINESS OR SALE OF BUSINESS found in this return.

DETAILED LISTING OF DISPOSED ASSETS COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

Date Removed	Code #	Description of Item	Date Acquired	Acquisition Cost

TAXABLE PROPERTY INFORMATION

- 1) All data reported should be:
 - a) Actual acquisition costs including any additional charges for transportation and installation by year for each type of property described. These costs, less the standard depreciation as shown on the form will determine the net depreciated value.
 - b) Include all assets that may have been fully depreciated, written off, or charged to expense but are still owned.
- 2) Reports are to be filed on an assessment year basis of October 1. Acquisitions between October 2 and December 31 apply to the new year. (i.e. acquisition made October 30, 2004 is reported in the year ending October 1, 2005).
- 3) Computerized filings are acceptable as long as all information is reported in prescribed format.

# 9 – Motor Vehicles Unregistered motor vehicles and vehicles garaged in Connecticut but registered in another state								
Year	Make	Model	Identification Number	Length	Weight	Purchase \$	Date	Value

#11 – Horses and Ponies						
Breed	Registered	Age	Sex	Quality: Breeding/Show/Pleasure/Racing	Value	

#14 – Mobile Manufactured Homes if not currently assessed as real estate								
Year	Make	Model	Identification Number	Length	Width	Bedrooms	Baths	Value

#12 – Commercial Fishing Apparatus			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

#17 – Farm Machinery			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

#18 – Farm Tools			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

#19 – Mechanics Tools			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

**Assessor's
Use Only**

9 |

#11 |

#14 |

#12 |

#17 |

#18 |

#19 |

**Assessor's
Use Only**

#10 - Machinery & equipment			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

#16 - Furniture, fixtures and equipment			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

#21a Telecommunication equipment not technologically advanced			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

23 - Expensed Supplies The average is the total amount expended on supplies since October 1, 2004 divided by the number of months in business since October 1, 2004.

#24a -- Other Goods - including leasehold improvements			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		90%	
10-1-03		80%	
10-1-02		70%	
10-1-01		60%	
10-1-00		50%	
10-1-99		40%	
Prior Yrs		30%	
Total		Total	

#22 -- Cables, conduits, pipes, etc			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05			
10-1-04			
10-1-03			
10-1-02			
10-1-01			
10-1-00			
10-1-99			
Prior Yrs			
Total		Total	

Check here if a DPU regulated utility _____

#13 -- Newly acquired mfg. machinery & equipment			
New Manufacturing Machinery & Equipment Exemption Application M-65 must also be filed to claim under this category.			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		90%	
10-1-04		80%	
10-1-03		70%	
10-1-02		60%	
10-1-01		50%	
Total		Total	

# 20 -- Electronic data processing equipment			
In accordance with Section 168 IRS Codes			
Computers Only			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		80%	
10-1-03		60%	
10-1-02		40%	
Prior Yrs		20%	
Total		Total	

#21b Telecommunication equipment technologically advanced			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		80%	
10-1-03		60%	
10-1-02		40%	
Prior Yrs		20%	
Total		Total	

21a and 21b Total

Year Ending	Total Expended	# of Months	Average Monthly
10-1-05			

#24b -- Rental video tapes -- Average # _____ of tapes on hand.			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-05		95%	
10-1-04		80%	
10-1-03		60%	
10-1-02		40%	
Prior Yrs		20%	
Total		Total	

24a and 24b Total

RECONCILIATION OF FIXED ASSETS	
*Complete Detailed Listing of Disposed Assets --page 5	
Assets declared 10/1/04	_____
* Assets disposed since 10/1/04	_____
Assets added since 10/1/04	_____
Assets declared 10/1/05	_____
Expensed equipment last year	_____
Capitalization Threshold	_____

#13 | _____

#10 | _____

#20 | _____

#16 | _____

#21 | _____

#23 | _____

#24 | _____

#22 | _____

2005 PERSONAL PROPERTY DECLARATION – SUMMARY SHEET

Commercial and financial information is not open to public inspection.

List or Account #: _____

Assessment date October 1, 2005
Required return date November 1, 2005

Owner's Name: _____

DBA: _____

Mailing address: _____

City/State/Zip: _____

Location (street & number) _____

**This Personal Property Declaration must be signed
and delivered by Tuesday, November 1, 2005 to
Enfield Assessor
820 Enfield St.
Enfield, CT 06082-2997**

Property Code and Description

#9 Motor Vehicles UNREGISTERED motor vehicles (e.g. campers, RV's, snowmobiles, trailers, trucks, passenger cars, tractors, off-road construction vehicles, etc.) including any vehicle garaged in Connecticut but registered in another state, or any such vehicle not registered at all. If you are a farmer eligible for the exemption under Sec. 12-91, list tractors in Code 17.	Net Depreciated Value pages 5 & 6	Code	ASSESSMENTS
#11 Horses And Ponies Describe your horses and ponies. A \$1,000 assessment exemption per animal will be applied. If you are a farmer, the exemption may be 100% provided Form M-28 is filed with and approved by the Assessor.		#9	
#14 Mobile Manufactured Homes if not currently assessed as real estate		#11	
#10 - Machinery & Equipment Industrial manufacturing machinery and equipment (e.g., tools, dies, jigs, patterns, etc.). Include air and water pollution control equipment.		#14	
#12 - Commercial Fishing Apparatus All fishing apparatus exclusively used by a commercial fisherman in his business (e.g., fishing poles, nets, lobster pots, fish finders, etc.). A \$500 value exemption will be applied.		#10	
#13 - NEWLY ACQUIRED MANUFACTURING MACHINERY & EQUIPMENT Newly acquired manufacturing machinery and equipment used in manufacturing; used in research or engineering devoted to manufacturing; or used for the significant servicing or overhauling of industrial machinery or factory products.		#12	
#16 - Furniture & Fixtures Furniture, fixtures and equipment of all commercial, industrial, manufacturing, mercantile, trading and all other businesses, occupation and professions. Examples: desks, chairs, tables, file cabinets, typewriters, calculators, copy machines, telephones (including mobile telephones), telephone answering machines, facsimile machines, postage meters, cash registers, moveable air conditioners, partitions, shelving display racks, refrigerators, freezers, kitchen equipment, etc.		#13	
#17 - Farm Machinery Farm machinery (e.g., tractors, harrows, bush hogs, hay bines, hay rakes, balers, corn choppers, milking machines, milk tanks, coolers, chuck wagons, dozers, back hoes, hydroponic farm equipment, aquaculture equipment, etc.), used in the operation of a farm.		#16	
#18 - Farming Tools Farm tools, (e.g., hoses, rakes, pitch forks, shovels, hoses, brooms, etc.).		#17	
#19 - Mechanics Tools Mechanics tools (e.g., wrenches, air hammers, jacks, sockets, etc.).		#18	
#20 - Electronic Data Processing Equipment Electronic data processing equipment (e.g., computers, printers, peripheral computer equipment, and any computer based equipment acting as a computer as defined under Section 168 of the IRS Code of 1986, etc.). Bundled software is taxable and must be included.		#19	
#21 - Telecommunications Equipment Not for regulated companies filing under CGS 12-80a. Excluding furniture, fixtures, computers. #21a includes cables, conduits, antennae, towers, batteries, generators or any equipment not deemed technologically advanced by the Assessor. #21b includes controllers, control frames, relays switching and processing equipment or other equipment deemed technologically advanced by the Assessor.		#20	
#22 - Cables, conduits, pipes, poles, towers, underground mains, wires, turbines, etc., of gas, heating, or energy producing companies, telephone companies, water and water power companies. Include items annexed to the ground (e.g., hydraulic car lifts, gasoline holding tanks, pumps, truck scales, etc.), as well as property used for the purpose of creating or furnishing a supply of water (e.g., pumping stations).		#21	
#23 - Expensed Supplies The average monthly quantity of supplies normally consumed in the course of business (e.g., stationery, post-it notes, typewriter ribbons, computer disks, computer paper, pens, pencils, rulers, staplers, paper clips, medical and dental supplies and maintenance supplies, etc.).		#22	
#24 - Other All Other Goods, Chattels and Effects Any other taxable personal property not previously mentioned or which does not appear to fit into any of the other categories. (e.g. video tapes, vending machines, pinball games, video games, signs, billboards, coffee makers, water coolers, leasehold improvements other than realty etc.).		#23	
Total Assessment – all codes #9 through #24	Subtotal >	#24	
#25 - Penalty for failure to file as required by statute – 25% of assessment		#25	

Exemption - Check box adjacent to the exemption you are claiming:

- ☐ **I** – Mechanic's Tools - \$500 value ☐ **M** – Commercial Fishing Apparatus - \$500 value
☐ **I** – Farming Tools - \$500 value ☐ **I** – Horses/ponies \$1000 assessment per animal

All of the following exemptions require a separate application and/or certificate to be filed with the Assessor by November 1

- ☐ **J** – Water Pollution or Air Pollution control equipment – Connecticut DEP certificate required – provide copy
☐ **I** – Farm Machinery \$100,000 value - Exemption application M-28 required annually **BY OCTOBER 31st** see page 8
☐ **G & H** – Distressed Municipality/Enterprise Zone/Enterprise Corridor Zone - Exemption application M-55 required annually
☐ **N** – New Manufacturing Machinery & Equipment - Exemption application M-65 required annually

Total Net Assessment

Assessor's Final Assessment Total >

<h2 style="margin: 0;">DECLARATION OF PERSONAL PROPERTY AFFIDAVIT</h2>		
THIS FORM MUST BE SIGNED (AND IN SOME CASES WITNESSED) BEFORE IT MAY BE FILED WITH THE ASSESSOR.		
AVOID PENALTY - NOTARIZE PERSONAL PROPERTY DECLARATION SIGNED BY AGENT.		
<p>OWNER I DO HEREBY declare under penalty of false statement that all sections of this declaration have been completed according to the best of my knowledge, remembrance, and belief; that it is a true statement of all my personal property liable to taxation; and that I have not conveyed or temporarily disposed of any estate for the purpose of evading the laws relating to the assessment and collection of taxes as per Connecticut General Statutes §12-49.</p>		
Owner's Signature	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> <div style="text-align: center; font-size: 0.9em;">Owner's Signature (print owner's name on line below)</div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 10px;"></div> <div style="text-align: center; font-size: 0.9em;">Print or type owner's name</div>	<div style="text-align: right; font-size: 0.9em;">Dated</div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>
<p>CORPORATE OFFICER OR AGENT I DO HEREBY declare under oath that I have been duly appointed agent for the owner of the property listed above and that I have full authority and knowledge sufficient to file a proper declaration for him in accord with the provisions of §12-50 C.G.S.</p>		
Agent's Signature	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> <div style="text-align: center; font-size: 0.9em;">Agent's Signature (print agent's name on line below)</div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 10px;"></div> <div style="text-align: center; font-size: 0.9em;">Print or type agent's name</div>	<div style="text-align: right; font-size: 0.9em;">Dated</div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>
<p>Witness of agent's sworn statement</p> <p>Subscribed and sworn to before me -</p> <p style="text-align: center; font-size: 0.9em;">Assessor or staff member, Town Clerk, Justice of the Peace, Notary or Commissioner of Superior Court</p>		
		<div style="text-align: right; font-size: 0.9em;">Dated</div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>

MANUFACTURING MACHINERY AND EQUIPMENT EXEMPTION CLAIM

Approved for use by the State of Connecticut, Office of Policy and Management - Town/City of _____

This form must be **filed on or before November 1**, annually, with the municipal Assessor by any person seeking the exemption provided under C.G.S. §12-81(72), as amended, for *new and newly acquired manufacturing machinery* and equipment acquired after October 1, 2000 and installed in a manufacturing facility. Annual application for this property tax exemption is required. This form is to be filed in the town in which the machinery and equipment is installed.

Manufacturer Information: (Lessor: provide Lessee information) Name _____ Business Address _____ City/State/Zip _____		Lessor Information: Name _____ Business Address _____ City/State/Zip _____		Person to be contacted if there are any questions: Name _____ Title _____ Telephone #: _____ Fax #: _____			
Required Identification Numbers Connecticut State Tax I.D. No. _____ Federal Taxpayer I.D. No. _____		Are you currently receiving benefits under CGS. §12-81 (60) OR (70) <i>Distressed Municipality Program</i> ? YES <input type="checkbox"/> NO <input type="checkbox"/> Is the machinery and equipment for which you are seeking exempt status depreciable on your books for IRS purposes? If no, on whose books are these assets depreciated? YES <input type="checkbox"/> NO <input type="checkbox"/>					
Property Location (Number, street, and town where machinery and equipment is installed.)							
1 <input type="checkbox"/> manufacturing, processing or fabricating	2 <input type="checkbox"/> research and development, including experimental or laboratory research and development, design or engineering directly related to manufacturing	3 <input type="checkbox"/> the significant servicing, overhauling or rebuilding of machinery and equipment for industrial use	4 <input type="checkbox"/> the significant overhauling or rebuilding of other products on a factory basis	5 <input type="checkbox"/> for measuring or testing	6 <input type="checkbox"/> for metal finishing, as those terms are further defined in C.G.S. §12-81(72)		
7 <input type="checkbox"/> the production of motion pictures, video and sound recordings	8 <input type="checkbox"/> in connection with biotechnology industry (as further defined in (CGS § 12-81)						
Described the business activity (in specific terms), which conforms to the above definition of manufacturing; indicate the product manufactured:							
New and newly acquired Manufacturing Machinery and Equipment Eligible for Exemption		Total number of items	Original Cost Transportation & Installation	% Value	Net Depreciated Value	Assessor's Approved Total Cost	Assessor's Approved Depreciated Value
Installed between 10/02/00 - 10/01/01 2001 List				50%			
Installed between 10/02/01 - 10/01/02 2002 List				60%			
Installed between 10/02/02 - 10/01/03 2003 List				70%			
Installed between 10/02/03 - 10/01/04 2004 List				80%			
Installed between 10/02/04 - 10/01/05 2005 List				90%			
		Total		Total			
I hereby certify that I am eligible for the property tax exemption provided under C.G.S. §12-81(72). I further certify that all machinery and equipment listed herein was <u>acquired and installed</u> in the above named manufacturing facility <u>after</u> October 1, 2000, continues to be located there and is predominantly used for a manufacturing purpose. I agree to maintain and make available upon request to the Assessor or the Secretary of the Office of Policy and Management, supporting documentation, including, but not limited to, invoices, bills of sale, and bills of lading pertaining to the machinery and equipment for which I am claiming exempt status. I also understand that the State of Connecticut and the municipality in which such machinery and equipment is installed have a security interest in said property as set forth in said §12-81(72). I do hereby declare under penalty of false statement that the information contained herein is true and complete to the best of my knowledge, remembrance and belief, and that I am authorized to make application for this property tax exemption. <i>I request that the cost information submitted herein be kept confidential.</i>			Assessment @ 70%				

Failure to file this form in the manner and form, and within the time limit prescribed, *shall constitute a waiver of the right to such exemption* for the assessment year, unless an extension of time is allowed under the provisions of C.G.S. §12-81k and upon payment of the late filing fee.

Signature _____

Date Signed _____

Itemized Listing Of Manufacturing Machinery And Equipment 2005 Grand List

INSTRUCTIONS:

- Print or type only. You may submit a computer printout containing **All Required Information In The Prescribed Format.**
- List only manufacturing machinery and equipment acquired and installed on or after October 2, 2000. Items listed on prior years' claims must continue to be listed on this year's M-65 in order to be considered for exemption.
- **Do Not Include Sales Tax.**
- All monetary amounts should be rounded to the nearest whole dollar.
- Lessees are to provide only their transportation and installation costs (purchase price will be obtained from lessor).
- For leased property, enter Lease ID # beneath the name and address of the lessor.

- Provide IRS Classification;* Please refer to IRS Code Section 168(e). **Do Not Provide Class Life**

TERMS:

- Total cost of acquisition is the price paid for the property, including the value of a "trade-in", plus the cost of transportation and installation. (If installation required real property structural changes, the cost of such changes cannot be included.)
- The purchase price for self-constructed machinery and equipment is the unit cost.
- Date installed for leased property is the beginning date of the lease.

Inaccurate information may affect qualification for exemption.

The information requested on this form is essential to the applicant or machinery and equipment qualifying for exemption. Regardless of past practices, M-65 forms submitted which are incomplete or do not conform to the prescribed format will not be accepted. Description of machinery and equipment should be complete and readily identifiable. Property described as "miscellaneous", "manufacturing machinery or equipment", or numeric entries are not acceptable.

[illegible]

C.G.S. §12-81(72) provides that failure to file this form in the manner and form, and within the time limit prescribed, shall constitute a waiver of the right to such exemption for the assessment year, unless an extension of time is allowed under the provisions of §12-81k and upon payment of the late filing fee.

2005 Grand List

Continuation sheet — Page _____ of _____

[illegible]

*Property shall be treated as:

If it has a class life (in years) of:

5 year property more than 4 but less than 10

7 year property..... 10 or more but less than 16

Page Total

Grand Total